



MINUTES

Strategic Planning Committee

DATE	November 30, 2004
TIME	9:00 AM
LOCATION	Education Board Room, 700 E Fifth Street, Carson City
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	✓
Birgit Baker, DETR	✓	Alisanne Maffei, DoIT	✓
Allen Biaggi, CNR	✓	Dave McTeer, Administration	✓
Mark Blomstrom, DoIT	✓	Keith Rheault, Education	✓
Steve Bremer, Wildlife	✓	Kathy Ryan, DoIT	
Miles Celio, Military		Terry Savage, DoIT	✓
Chuck Chinnock, Taxation	✓	Kay Scherer, CNR	✓
Robert Chisel, NDOT	✓	Scott Sisco, Cultural Affairs	
Chuck Conner, DMV		Rich Stewart, Corrections	✓
Jackie Crawford, Corrections		Tom Summers, Taxation	
Terry Crawford, Wildlife		P. Forrest Thorne, PEBP	
Jeanne Greene, Personnel		Michael Torvinen, HR	
Don Henderson, Agriculture		Giles Vanderhoof, Military	
Sara Jones, Cultural Affairs	✓	Doug Walther, B&I	
Dave Kieckbusch, DPS		Mike Willden, DHR	✓
Ginny Lewis, DMV	✓		

CALL TO ORDER

I Introduction

- Perry Comeaux called the meeting to order.
- Kay Scherer, Conservation and Natural Resources, was introduced as the newest member to the committee.

II Review and Approval of the Minutes

- After review of the October meeting minutes, it was moved to accept the minutes and seconded. The minutes from October 27, 2004 were accepted as presented.

III Presentation

- Chris Apple, Department of Information Technology (DoIT), presented the Nevada IT assessment calculation and process and the IT Budget cost pool and rate development.
- Noteworthy from the presentation: NRS 242 requires DoIT to operate as a service fund; use of federal funding requires compliance with the OMB circular A-87, and a maximum of 60 days reserve is allowed.
- Inquiry on under utilization of services, planned enhancements, highway fund payback treatment, and other depreciation treatments were discussed. The highway fund depreciation treatment will be researched further. Chris stressed stability and consistency as well as mid year adjustments and federal paybacks were important.
- Keith Rheault, Education, inquired about large technology initiatives in the upcoming budget. Terry Savage, DoIT, stated that the Security Initiative is the largest initiative. Perry Comeaux indicated there are an estimated \$54 million in IT Projects for the pending project oversight initiative.

IV Review

- Perry inquired of the committee for input on the NITOC patch management policy up for review.
- Sara Jones, Cultural Affairs, noted that there is a financial impact that is not included in the impact statement. There was concurrence within the committee. The impact statement will be updated to so note such impact and brought back to the group for final review at the January meeting.

V Updates

- The e-payment update was presented by Dave McTeer. The vendor First Data Corporation has been selected. The contracts liquidated damages are still up for contractual agreement. Chuck Chinnock commented it was not necessary for Taxation to be implemented first.
- Alisanne Maffei notified the committee of the upcoming DoIT customer satisfaction survey. Comments and input is welcomed.
- It was noted that the Health Division will provide a Demo to the committee at the next committee meeting.
- The work group updated the committee on the NIC model's potential benefits to the State of Nevada from the meeting in November; the consensus of the work group was there was not a lot to offer the state from the business perspective.

VI Future Issues/New Business

- Perry Comeaux stated the security budget presentation should be made at the next committee meeting. It as agreed to be scheduled for the January meeting.

VII WRAP UP

- The next meeting of the IT Strategic Planning Committee will be scheduled for January, 2005.

ACTION ITEMS

Item No.	Description	Assigned To
1.	Compile inputs for Enterprise IT Strategic Plan with Directors	Alisanne Maffei
2.	Collect and publish State Videoconferencing Equipment inventory	A. Maffei/ R. Sliva
3.	Provide updated summary of finalized FY 06/07 TIR's, done	Kathy Ryan
4.	Draft update for NITOC policy	Alisanne Maffei
5.	Update on Digital Certificates and Digital Signatures for Nevada	Alisanne Maffei
6.	Provide listing of IT Accounts	T. Savage/ A. Maffei
7.	Survey Internet Abuse Controls by State of Nevada agencies and other states	Alisanne Maffei/ Research Unit
8.	Review the highway fund treatment for microwave projects	Alisanne Maffei
9.	Compile listing of IT related BDR's, ongoing	T. Savage/ A. Maffei

Related Links / Contact Information:

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

Nevada Communications Steering Committee website <http://ncsc.nv.gov/>

NITOC document index http://www.nitoc.nv.gov/document_index.htm#Operations

IT Strategic Planning Committee http://www.nitoc.nv.gov/index_planning.htm, updated 8/18/04

St Bernard http://www.stbernard.com/products/iprism/products_iprism-reviews.asp

SurfControl <http://www.surfcontrol.com/>

First Data Corporation <http://www.firstdata.com/svcs.jsp>